



**Town of Arlington, Massachusetts**  
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## Meeting Minutes 01/17/2006

**APPROVED**

**TOWN OF ARLINGTON**  
**MINUTES**  
**REGULAR MEETING**  
**PERMANENT TOWN BUILDING COMMITTEE**  
**TUESDAY, JANUARY 17, 2006**

**PRESENT:** William Shea, Vice Chair Charles Stretton  
 Robert Addelson Brian Sullivan  
 Robert Juusola Martin Thrope

**ABSENT:** John Cole, Chair  
 Thomas Caccavaro  
 Mark Miano

**PARTICIPANTS:** John Chicarello, Dallin School  
 Stefan Chaires, DRA  
 Greg Carrell, Carrell Group  
 Kevin Nigro, PMA  
 Marty Vickey, Crowley Engineering

**CALL TO ORDER:** 7:30 p.m.

### **DALLIN SCHOOL UPDATE**

- Mr. Chaires gave an update on the items listed on the letter from the Massachusetts Office on Disability:
- Item #3 – Mr. Chaires spoke to Wayne Springer and Jeff Doogan regarding visual fire alarms.
- Item #2 – Mr. Chaires asked Mike Byrne about blocking off the stairs. If a ramp is put in, does the question of upgrading the play structures come into play? Mr. Sullivan said that the play structure is not in the CIP. Mr. Sullivan will get a price from DPW regarding putting in a chain and bollards.
- Mr. Chaires reported that Mr. Byrne issued a temporary Certificate of Occupancy.
- Mr. Chaires does not have an update on the light issue. Mr. Shea drove by and reported that the light is quite bright.
- Mr. Chaires discussed the punch list. The manufacturer's inspection is due on the roofing. Mr. Nigro feels that progress is being made on the punch list. The expansion tank on the water heater was installed today. Modifications for the temperature set points were made today with the engineers.
- Discussion ensued regarding Castagna's letter for additional compensation. Mr. Addelson reiterated the additional costs to the town for overtime to accommodate the delay in substantial completion – OT for IT and for supplemental staffing due to the shorter time frame others had to complete their work. Mr. Nigro stated he has a paper trail to demonstrate that many of the delays in construction were in Castagna's control (i.e. progress schedules, labor charts) and the result of Castagna's decision not to accelerate manpower, etc. Mr. Shea would like to discuss this at the next meeting when Mr. Cole is present.
- **MOTION:** Mr. Chaires submitted change order requests and Substantial Completion Certificate, dated 12/23/05. Castagna has a 60-day deadline to complete punch list. Mr. Thrope motioned for Mr. Shea to sign the Certificate of Substantial Completion. Mr. Sullivan seconded the motion, which was passed unanimously. Mr. Shea signed the certificate.
- **CHANGE ORDERS:** The following change orders were presented: for additional signage (\$504), Change Order #54 for additional cleaning of building after move in (\$953) and for re-stripping the music room floor (\$385). (Note: Mr. Addelson will back charge one half of that amount (original amounts of \$1683 for 12/17 and 12/18 cleaning and \$223 to wax corridor totals \$1906, which divided in half totals \$953).
- **MOTION:** Mr. Shea motioned to approve the presented change orders, and Mr. Addelson seconded the motion. Motion was unanimously passed.

- Change Order for protective cages over the emergency lights was presented. Mr. Chaires is having the electrical contractor review the bill for \$1,964.00. Mr. Stretton questioned why the cages were not part of the original contract. Mr. Chaires will look into it.
- Mr. Sullivan will contact Michael Byrne regarding visiting the Dallin School again, issuing a permanent certificate of occupancy, and to discuss the issue of access to the adjacent park.
- Mr. Addelson mentioned Castagna's letter of 12/21. Insurance is covered at Dallin through 12/30/05. Mr. Sullivan will look into an invoice from St. Paul's Travelers, and to ensure coverage under the town's policy.
- Mr. Addelson presented the following invoices, all of which he has reviewed and believe to be in order:
  - Two invoices for staffing from Steve Mazzola's group (\$1145.32 and \$1623.97)
  - Invoice for \$1900 for Technology Computer Solutions
  - Invoice for \$2457.00 from Integrated Project Design.
  - \$883.20 for DRA's reimbursable expenses
  - Invoice for \$546.24 from First Choice Office Service (moving expenses)
  - Invoice for \$81.35 from Waste Management for dumpster rental.
  - Invoice for \$379.83 from Waste Management for dumpster rental.
  - Three invoices from Hub Technical Services for \$5830.70 for various equipment, installation, and services of technical personnel.
  - Invoice for \$8784 from Progressive Communications re installation of phone system.
  - Invoice for \$605 from Progressive Communications for installation of a plug into a panel
  - Invoice for \$85606.19 and for \$61648.85, comprised of various furniture invoices.
- Mr. Addelson stated that the furniture invoices were reviewed by the consultant and deemed ready to be paid. Some items were removed and are not included on the above-mentioned invoices.
- **MOTION:** Mr. Shea motioned to approve payment of the above-mentioned invoices for installation of computers, moving expenses, waste management, phone services, and furniture purchases. Mr. Stretton seconded. Motion was passed unanimously.

#### **PARK CIRCLE FIRE STATION**

- Mr. Carrell introduced Mr. Vickey of Crowley Engineering. Mr. Vickey is the engineer who has designed the proposed HVAC system for the new fire station.
- Mr. Vickey presented the system as he has designed, including the units, relevant rebates, boiler vs. gas-fired furnaces, etc.
- Mr. Juusola asked if there were any controls. Mr. Vickey said yes, commercial grade but similar to a residential systems.
- Discussion ensued regarding how to keep negative pressure in the apparatus room.
- Mr. Carrell gave the following schedule for the Park Circle Fire Station:
  - o Mid-February Complete design and development
  - o Mid-April Complete construction documents
  - o Beginning of May Out to bid
  - o Mid-May Start construction (9months – 1 year to complete)
- Mr. Sullivan asked if MWRA has some involvement regarding the land around the tower.
- Mr. Carrell will return on 2/7. He will get some prices regarding leasing or buying the modular building.

#### **OTTOSON AUDIT**

- Mr. Addelson has raw data for the three renovated schools (Hardy, Bishop, Brackett) but still needs to compile the data. Auditors will come as soon as they receive his report. Payment will be some time after that. Some adjustments will be made for the projects of which the town has already received reimbursement. New projects will be handled differently. The Bishop was originally slated to cost \$4.5 million, but ended up costing \$6.5. Hardy went in at \$4.4 million and final cost was \$8.6 million, and Brackett went in at \$8.3 and cost \$9.5 million.
- Mr. Sullivan inquired as to a new law mandating a project manger for any project over \$1.5 million?

#### **NEXT MEETING**

The next meeting is scheduled for January 31, 2006 at 7:30 p.m.

Meeting was adjourned at 9:00 p.m.

Respectfully submitted,

Vicki Good

